

BID SOLICITATION



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
CAPITOL HILL
PROVIDENCE RI 02908

BID NUMBER: B02130

TITLE: STREET SWEEPER REPAIRS

BID OPENING DATE AND TIME:

04/07/2003 10:00 AM

BUYER: STEPHEN HARRIS

PHONE #: (401) 222 - 2142 ext. 127

BLANKET PERIOD: 4/1/03 - 3/31/04

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MASTER PRICE AGREEMENT
RELEASE AGAINST RI MPA

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Requisition Number(s):

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>BLANKET REQUIREMENTS: 4/1/03 - 3/31-04</p> <p>BIDDING</p> <p>(a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State.</p> <p>(b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered.</p> <p>(c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost.</p> <p>(d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request.</p> <p>ORDERING</p> <p>(a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period.</p> <p>(b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.</p>				

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	<p>BIDDERS MUST BID ALL ITEMS TO BE CONSIDERED. AWARD WILL BE BASED ON TOTAL LOW.</p> <p>EACH BIDDER MUST BE PERMANENTLY LOCATED WITHIN 60 MILES/1 HOUR OF AGENCY LOCATION.</p> <p>EACH BIDDER MUST BE A MANUFACTURER OR STOCKING DISTRIBUTOR/DEALER AT THE TIME OF BID SUBMITTAL AND MUST MAINTAIN THAT STATUS FOR THE LIFE OF THE CONTRACT OR AWARD, BIDDER CANNOT BE A BROKER.</p> <p>DEMONSTRATION AT LOCATION CONVENIENT FOR THE STATE MAY BE REQUIRED.</p>				
1.0	<p>929-79</p> <p>LABOR RATE- SHOP RATE</p> <p>STRAIGHT-TIME RATE</p>	1.00	HR		
2.0	<p>LABOR RATE - SHOP RATE</p> <p>OVERTIME RATE</p>	1.00	HR		
3.0	<p>LABOR RATE - ROAD RATE</p> <p>STRAIGHT-TIME RATE</p>	1.00	HR		
4.0	<p>LABOR RATE - ROAD RATE</p> <p>OVERTIME RATE</p>	1.00	HR		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	(NOTE: IF MORE THAN ONE CATEGORY OF LABOR APPLIES, ATTACH SCHEDULE OF APPLICABLE CATEGORIES AND ACCOMPANYING RATES) PARTS PRICING AND AVAILABILITY: ENTER UNIT PRICES FOR THE PARTS LISTED BELOW:				
5.0	SIDE SHOE PLATE WELDMENT - PART #1026544	1.00	EA		
6.0	SIDE SHOE PLATE WELDMENT - PART #1026543	1.00	EA		
7.0	TOW BAR WELDMENT - PART #1013477	1.00	EA		
8.0	WATER FILTER & SCREEN ASSEMBLY - PART #1014993	1.00	EA		
9.0	CLAMP - PART #1006962	1.00	EA		
10.0	SHEAR PINS - PART #1027867	1.00	EA		
11.0	MAIN BROOM DRIVE SHAFT - PART #1008100	1.00	EA		

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Requisition Number(s):

Item	Class-Item	Quantity	Unit	Unit Price	Total
12.0	SPROCKET - PART #1005412	1.00	EA		
13.0	SPROCKET - PART #1021761	1.00	EA		
14.0	SPROCKET - PART #1021777	1.00	EA		
15.0	WATER FILTER SCREEN - PART #7073962	1.00	EA		
16.0	BELT SPLICE KIT - PART #1015801	1.00	EA		
17.0	INPUT SHAFT PIVOT GEAR HOUSING - PART #1006764	1.00	EA		
18.0	INPUT SHAFT - PART #1005572	1.00	EA		
19.0	BEVEL GEAR - PART #1008668	1.00	EA		
20.0	SHAFT - PART #1015256	1.00	EA		
21.0	LOWER ROLLER FLANGE BEARING - PART #5009477	1.00	EA		

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Requisition Number(s):

Item	Class-Item	Quantity	Unit	Unit Price	Total
22.0	DIRT SHOE RUNNERS - PART #1006298	1.00	EA		
23.0	DIRT SHOE RUNNERS - PART #1035525	1.00	EA		
24.0	SHEAR PINS - PART#1006206	1.00	EA		
25.0	BUSHING - PART #1011937	1.00	EA		
26.0	BUSHING - PART #5006998	1.00	EA		
27.0	SPROCKET - PART #1011934	1.00	EA		
28.0	HYDRAULIC PUMP BELTS - PART #5009060	1.00	EA		
29.0	BRAKE CYLINDER - PART #1031964	1.00	EA		
30.0	CONVEYOR BELTS - PART #1039640	1.00	EA		
31.0	HUB - PART #1021767	1.00	EA		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
32.0	SPROCKET - PART #1010371	1.00	EA		
33.0	SPROCKET - PART #1010370	1.00	EA		
34.0	CLAM STRIP - PART #1001318	1.00	EA		
35.0	CONVEYOR DEFLECTOR - PART #1012971	1.00	EA		
36.0	CONVEYOR DEFLECTOR - PART #1012972	1.00	EA		
37.0	WHEEL CYLINDER - PART #6063973	1.00	EA		
38.0	IDLER SPROCKET - PART #1009872	1.00	EA		
39.0	IDLER PULLEY - PART #1009945	1.00	EA		
40.0	BAFFLE STRIP - PART #1006193	1.00	EA		
41.0	RIVETED ROLLER CHAIN - PART #50	1.00	EA		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
42.0	RIVETED ROLLER CHAIN - PART #80	1.00	EA		
43.0	RIVETED ROLLER CHAIN - PART #100	1.00	EA		
44.0	BUBBLE WINDOW - PART #1010913	1.00	EA		
45.0	ROLLER BEARINGS - PART #1007461	1.00	EA		
46.0	CONVEYOR STRUCTURE WELDMENT - PART #1012970	1.00	EA		
47.0	DIRT DEFLECTOR WEIGHTS - PART #1015231	1.00	EA		
48.0	TAKE UP BEARING - PART #5009579	1.00	EA		
49.0	MAIN BROOM ARM WELDMENT - PART #1008102	1.00	EA		
50.0	MAIN BROOM ARM WELDMENT - PART #1009534	1.00	EA		
51.0	FIBER RETAINING PLATE - PART #7199001	1.00	EA		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
52.0	UPPER CONVEYOR ROLLER - PART #1037774	1.00	EA		
53.0	LOWER CONVEYOR ROLLER - PART #1042289	1.00	EA		
54.0	COMPRESSION CORE ASSEMBLY - PART #0099067	1.00	EA		
55.0	MAIN BROOM - PART #6626	1.00	EA		
56.0	GUTTER BROOM - PART #P-200	1.00	EA		

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	<p>FOR UNSPECIFIED PARTS SHOW MANUFACTURER'S CATALOG NUMBER AND PERCENT DISCOUNT(S) FROM MANUFACTURER'S LIST PRICES FOR PARTS. USED PARTS NOT ACCEPTABLE. SUCCESSFUL BIDDER WILL SUPPLY APPLICABLE CATALOG(S) IN TRIPLICATE TO DOT MAINTENANCE DIVISION - EQUIPMENT UNIT UPON AWARD.</p> <p>MANUFACTURER_____</p> <p>CATALOG #_____</p> <p>% DISCOUNT FROM LIST_____%</p> <p>MANUFACTURER _____</p> <p>CATALOG #_____</p> <p>% DISCOUNT FROM LIST _____%</p> <p>PICKUP/DELIVERY FEES: WHEN REQUESTED, VENDOR WILL PROVIDE PICK-UP AND DELIVERY SERVICES, THE FOLLOWING ONE-WAY TRANSPORT FEES WILL APPLY:</p>				
57.0	<p>FLAT RATE PICK-UP AND DELIVERY TO (OR FROM) 360 LINCOLN AVENUE, WARWICK, RI 02888 (BID A ONE WAY PRICE) -(EXCLUDING BLOCK ISLAND)</p> <p>NOTE: DURING REQUESTED PICK-UP AND DELIVERY, VENDOR WILL BE SOLELY RESPONSIBLE FOR ALL LIABILITIES INCLUDING BODILY INJURY AND PROPERTY DAMAGE.</p>	1.00	EA		

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	<p>IF AWARDED ANY PART OF THIS REQUIREMENT, ARE YOU AGREEABLE TO AN EXTENSION AT THE SAME TERMS & PRICES?</p> <p>1 YEAR _____</p> <p>2 YEARS _____</p> <p>INITIALS _____</p> <p>DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.</p>				
				TOTAL:	_____

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BID DOCUMENT

B02130

HEAVY EQUIPMENT: REPAIR OF (22) ELGIN PELICAN SWEEPERS

The Rhode Island Department of Administration's Office of Purchases, on behalf of the Department of Transportation (RIDOT) Maintenance Division, is soliciting bids from qualified firms to provide diagnostic and repair services for the current fleet of (22) Elgin Pelican Sweepers.

CONTRACT PERIOD

Contracts will be effective for a period of Twenty Four (24)) months from the date of award, and may be subject to extensions up to an additional (24) months at the State's sole option, based on a determination of continued need for these goods and services, acceptable performance by participating vendors and availability of funds.

BID REQUIREMENTS

Offerors may submit any information descriptive of their ability to provide service(s) requested, but MUST complete and return the enclosed "BID SUMMARY" and all related sections of the "BID RESPONSE: COST PROPOSAL" in order to be considered. Failure to provide all required information, or to provide all required signatures by an officer or authorized agent of the offeror may result in the rejection of the offer in its entirety. Offers reflecting alternate scope(s) of work, or terms and conditions will be considered, but must be submitted under separate cover.

CONTRACT AWARD

Contracts will be made within sixty (60) days of the date(s) indicated for submission to the offeror(s) who are determined to represent the lowest overall cost to the State on the basis of their responsiveness to the requirements of this Request and their apparent responsibility, capability, and the State's satisfaction with demonstrated performance.

EVALUATION OF OFFERS

The evaluation of offers will be based on a comparative determination of the extent to which each offeror's submission meets the goals, intent, and requirements set forth herein.

-Based, at a minimum, on the required: Bid Summary
 Bid Response: Cost Proposal

Criteria to be considered are:

1. Bidder's Qualifications for the Services Offered:
 - Demonstrated Experience
2. Bidder's Capacity to Minimize Equipment Downtime
 - Ready availability (In Stock) of applicable parts
 - Queue priority for State work orders in bidder's workload
3. Cost
4. Where applicable, State's previous level of satisfaction with individual bidders on the quality, quantity, documentation and cost of their completed work orders for sweeper services:
 - A. Completeness and Reliability of Services Rendered
inc: Frequency of Necessary Rework, Corrective Follow-up, or Product Replacement
 - B. Capacity for Resolution of Problems
inc: Availability/Receptivity to Discuss Problems
Frequency of Effective Resolution
 - C. Documentation of Services Rendered
inc: Compliance with Contract Terms

The State reserves the right to conduct a Pre-Award Survey of the facilities of any offeror, and to conduct interviews with offerors to obtain additional or supplementary information to assist the evaluation of offers, or to verify information provided in response to this Bid.

The State reserves the right to reject any or all offers.

INQUIRIES

Inquiries concerning this Bid should be directed as follows:

- With regard to technical/operational concerns:

Angela Camparone
DOT/Maintenance Division
Telephone: (401) 222-2378

- With regard to the terms and conditions governing this Bid, the evaluation of offers received in response to this Bid, and/or any awards arising out of responses to the Bid:

Stephen Harris
Administration/Division of Purchases
Telephone: (401) 222-2142, Extension 127

HEAVY EQUIPMENT: (22) ELGIN PELICAN SWEEPERS

SCOPE OF WORK

The purpose of this bid is to solicit prices for **labor and parts** from qualified vendors who can meet the State's requirements **for Diagnostic and Repair Services for Elgin Pelican Sweepers**, including Replacement Parts.

DOT Equipment requiring services consists of the Division's fleet of (22) Elgin Pelican Sweepers, which may require service anywhere in the state, except Block Island.

A. DIAGNOSTIC AND REPAIR SERVICES: CONDITIONS AND RESTRICTIONS

- In general, Diagnostic and Repair Services for Sweepers, pick-up and delivery to and from the vendor's facility will be arranged by the State. The State, when unable to supply sufficient manpower to arrange pick-up and delivery, will require vendor-supplied pick-up and delivery services. During vendor-supplied pick-up and delivery, vendor will be solely responsible for all liabilities, including bodily injury and property damage.
- All work is to be conducted at the vendor's place of business. No subcontracting is acceptable. Should extraordinary circumstances warrant the acceptance of subcontracted services, a written request fully disclosing these circumstances is to be forwarded to the Office of Purchases and Assistant Director, DOT Maintenance for written disposition prior to the initiation of any subcontracted work.
- Necessary repair work requires that an itemized labor and parts estimate be provided to the Superintendent of Maintenance at 60 Lincoln Avenue, Warwick, RI. UNDER NO CIRCUMSTANCES is repair work to be initiated without prior acceptance of the estimate by the Superintendent of Maintenance or his/her superiors as evidenced by the issuance of a work order authorization number. The State reserves the right to obtain repair estimates from alternate qualified vendors for any given work order. Any repair work completed without prior approval is the sole responsibility of the vendor; unauthorized invoices will be returned.
- Parts acceptable for use on fleet cited or components thereof are limited to new or rebuilt parts. Used parts are not acceptable. The State may request to inspect any or all replaced parts at any time prior to acceptance of the completed work order.

B. **INVOICE AND PAYMENT TERMS**

- Invoicing for EACH authorized WORK ORDER must be submitted IN FOUR COPIES to:

Superintendent of Maintenance
DOT/Maintenance Division
60 Lincoln Avenue
Warwick, RI 02888

These copies are necessary for:

- 1) DOT Maintenance
- 2) State Fleet (Vendor File)
- 3) State Fleet (Voucher File)
- 4) State Controller

- Each invoice must clearly designate:
 - State-issued Work Order Authorization Number
 - Itemized Charges As Applicable: Labor Hours and Rates for Repairs
Identification and Charge for Each Part
Pick-up/Delivery Fees, Etc.
 - Hours of Service (Time and Date IN and OUT).
 - Vehicle Registration Number, As Applicable
- No Miscellaneous Charges of any kind will be accepted;
this includes:
 - “Supplies”
 - “Mileage”
 - “Disposal Costs”
 - “Freight Charges”, Etc.
 - “Travel Time”, Etc.

All charges are to be reflected in prices offered in Bid Response: Cost Proposal.

- Arrangements for payment will be processed in accord with established Department of Administration-State Fleet Operation procedures. DOT Maintenance Division will forward proper invoice and authorization documents to

State Fleet once services rendered under each work order have been inspected for quality and completeness and are satisfactorily accepted.

INVOICES NOT IN COMPLIANCE WITH ALL STATED TERMS WILL BE RETURNED FOR RESUBMISSION.

BID SUMMARY

HEAVY EQUIPMENT: REPAIR OF (22) ELGIN PELICAN SWEEPERS

INSTRUCTIONS: BIDDERS ARE TO COMPLETE ALL ENTRIES.

GENERAL INFORMATION:

NO. OF YEARS IN BUSINESS _____ TOTAL NO. OF EMPLOYEES _____

1. BIDDER'S FULL NAME AND ADDRESS:

2. LOCATION(S) OF SERVICE FACILITY (IES):

<u>ADDRESS</u>	<u>NUMBER OF SERVICE BAYS</u>	<u>NUMBER OF SERVICE PERSONNEL</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. DEMONSTRATED EXPERIENCE: (Please use additional sheets on letterhead as appropriate):

A. Personnel Skilled to Work on Elgin Pelican Sweepers:

<u>NAME</u>	<u>Describe Relevant Experience</u>
	Inc: - Describe Fleet(s) Serviced, - Specialized Certification & Training, - # of Years Experience w/Sweepers
_____	_____
_____	_____
_____	_____

B. Describe Firm's Experience with Elgin Pelican Sweepers

Inc.: - Describe Fleet(s) Serviced
- Customer Names

STATE OF RHODE ISLAND RESERVES THE RIGHT TO CONTACT CUSTOMERS REFERENCED.

4. DIAGNOSTIC AND TEST EQUIPMENT:

5. PARTS/SERVICE AVAILABILITY: Business Hours - Check all that apply:

☐ WEEKDAYS (____ A.M. TO ____ P.M.) ☐ AFTER HOURS (____ A.M. TO ____ P.M.)
☐ WEEKENDS ☐ HOLIDAYS

6. SERVICE CAPACITY / WORKLOAD - QUEUE PRIORITY:

SERVICE CAPACITY: Number of Vehicles/Components that can be worked on simultaneously, i.e., within a single day:

_____ Separate Work Orders

WORKLOAD - QUEUE PRIORITY:

Specify number of work orders completed in a typical week (from all sources):

_____ Work Orders Weekly

Specify Number of Hours/Days Required to Formulate Repair Estimate:

Enter Number and Circle As Appropriate:

Hours

_____ Days

Specific Number of Hours/Days Required to Complete Work Order Once Authorized:

Enter Number and circle As Appropriate:

Hours

_____ Days

7. WARRANTY ON PARTS AND WORKMANSHIP:

_____ Enter Timeframe